



Election Finances Division

51 ROLARK DRIVE
TORONTO, ONTARIO M1R 3B1

Telephone: (416) 325-9401
Toll Free: 1-866-566-9066
FAX: (416) 325-9466

TP-1 Third Party Registration and Change Notice Form

Disponible aussi en français.

Section A: Third Party Information			
Full Name:			
Registration Type:	Entity <input type="checkbox"/> (Complete A1)	Individual <input type="checkbox"/> (Complete A2)	New <input type="checkbox"/> Change <input type="checkbox"/>
A1: Entity Applicant			
Organization Name:		(if different from above)	
Principal Officers			
First Name:		Last Name:	
Business Tel.:		Home Tel.:	
Fax:		Email:	
Address:			
City:		Postal Code:	
First Name:		Last Name:	
Business Tel.:		Home Tel.:	
Fax:		Email:	
Address:			
City:		Postal Code:	
A2: Individual Applicant			
First Name:		Last Name:	
Business Tel.:		Home Tel.:	
Fax:		Email:	
Address:			
City:		Postal Code:	
Section B: Chief Financial Officer			
<i>Every Third Party (TP) must appoint a Chief Financial Officer (CFO). Provide the name, address and telephone numbers of the CFO.</i>			
First Name:		Last Name:	
Business Tel.:		Home Tel.:	
Fax:		Email:	
Address:			
City:		Postal Code:	



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Section C: Auditor

Where advertising expenses are \$5,000 or more, a third party must appoint an auditor who is licensed under the Public Accountancy Act. Provide the licence number. See Guideline TP06 regarding restrictions.

Firm Name:	
First Name:	Last Name:
Designation: CA <input type="checkbox"/> CGA <input type="checkbox"/>	Licence No.:
Business Tel.:	
Fax:	Email:
Address:	
City:	Postal Code:
Contact Person (if different from above)	
First Name:	Last Name:

Section D: Persons Authorized to Accept Contributions

List the names of the persons who are authorized to accept contributions, make deposits.

Make CFO a person authorized to accept contributions.

Authorized Person	
First Name:	Last Name:
Office Held:	
Business Tel.:	Home Tel.:
Fax:	Email:
Address:	
City:	Postal Code:

To add additional Authorized Persons, please copy this page, fill out as necessary, and include with your application

Section E: Place Where Records are Kept

Provide the address of the place where financial records are kept.

Designate CFO's address as a location where records are kept.

Designate third party's address as a location where records are kept.

Record Keeper and Location	
First Name:	Last Name:
Office Held:	
Business Tel.:	Home Tel.:
Fax:	Email:
Address:	
City:	Postal Code:

To add additional Record Keepers and Locations, please copy this page, and include with your application.



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Section F: Financial Institution	
<i>Indicate the name and address of each bank, trust company, or other financial institution in Ontario at which the third party has an account, and the signing officer(s) for each account.</i>	
Institution:	
Business Tel.:	Email:
Fax:	
Address:	
City:	Postal Code:
Signing Officers for this account	
<input type="checkbox"/> Make CFO a Signing Officer for this account.	
First Name:	Last Name:
Office Held:	
Business Tel.:	Home Tel.:
Fax:	Email:
Address:	
City:	Postal Code:
First Name:	Last Name:
Office Held:	
Business Tel.:	Home Tel.:
Fax:	Email:
Address:	
City:	Postal Code:

To add additional Financial Institutions, Accounts, and/or Signing Officers, please copy and fill out this page for each one and include with your application



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Section G: Where the TP is an Entity with a Governing Body

- Attached is a copy of the resolution of the governing body, authorizing the third party entity to incur third party advertising expenses.
- The third party entity does not have a governing body.

Section H: Attestation of TP and Certification of CFO

The third party registrant and CFO must complete this section. The original signatures are required.

Your registration form will be reviewed by Elections Ontario upon receipt of these signed attestations and certifications. Please print, sign, and submit this form to:

Elections Ontario	Telephone:	(416) 325-9401
Election Finances Division	Toll Free:	1-866-566-9066
51 Rolark Drive	FAX:	(416) 325-9466
Toronto, Ontario M1R 3B1		

You must complete and file this initial registration form with the Chief Electoral Officer immediately after incurring \$500 in third party advertising expenses. There is no fee to register a third party.

The third party has the responsibility to file a complete and accurate registration form under subsection 37.5 of the *Election Finances Act* with the Chief Electoral Officer. Failure to provide the information required in all applicable sections will delay the registration until all the required information is provided. The Chief Electoral Officer may rely and act on such information submitted by the third party and chief financial officer of record. Where there is a change of CFO, the retiring CFO **must** ensure that the books of record are transferred to the newly appointed CFO. The Chief Electoral Officer will forward to the new CFO the information required to fulfill the responsibilities on behalf of the third party.

Attestation of Third Party

I, _____ (Name of TP/Official), attest that the information on this form is to the best of my knowledge and belief true and correct.

Signature of Third Party/ Official

Date

Signature of Witness

Date

Certification of Chief Financial Officer

I, _____ (Name of third party's CFO), certify that the information on this form is to the best of my knowledge and belief true and correct.

Signature of Chief Financial Officer

Date